Understanding MARC 21 Bibliographic Records
Copy Cataloging
Spring 2016
Week 7

What is copy cataloging?

On OCLC's Online Cataloging web page, (http://www.oclc.org/bibformats/en/onlinecataloging.html), copy cataloging is described this way: "A machine-readable record exists. You modify the record for local use and create a copy of the record with your modifications." Basically, copy cataloging involves selecting a record that someone else has created, and correcting errors, adding or deleting fields for your local practices, and importing this record into your catalog.

Sources:

There are many sources of MARC records. Sometimes, the items that you order from vendors will come with MARC records. You can also download them from a bibliographic utility, such as OCLC Connexion. These options do involve a cost.

Free records can be obtained from the Library of Congress (https://catalog.loc.gov) or Amicus, the catalog of Library and Archives Canada (http://amicus.collectionscanada.ca/aaweb/aalogine.htm).
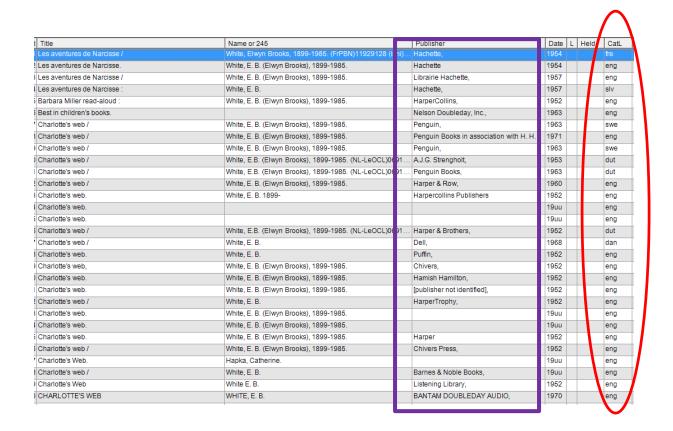
Other sources of free MARC records (though these records often require a good deal of editing) are the Amazon to MARC Converter, the IMDB to MARC Converter, and the Web2MARC Generator. We will talk about these later on.

Selection:

When you are looking for a record to download, it is important to find one that matches the item that you have in hand. I searched for the title *Charlotte's Web* in OCLC Connexion, and found hundreds of records. Below, is a screenshot of a small sample of those records.
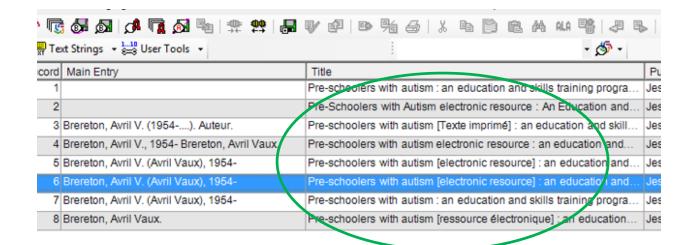
When you are looking for a record to download, it is important to find one that matches the item that you have in hand. So how do you find the record that matches your item?

Answer: You look for ways to eliminate records. You can do this through the advanced search features or knowing how to interpret a MARC record!

Title	Name or 245	Publisher	Date	L	Held	CatL
Les aventures de Narcisse /	White, Elwyn Brooks, 1899-1985. (FrPBN)11929128 (...hi)...	Hachette,	1954			fre
Les aventures de Narcisse.	White, E. B. (Elwyn Brooks), 1899-1985.	Hachette	1954			eng
Les aventures de Narcisse /	White, E. B. (Elwyn Brooks), 1899-1985.	Librairie Hachette,	1957			eng
Les aventures de Narcisse :	White, E. B.	Hachette,	1957			slv
Barbara Miller read-aloud :	White, E. B. (Elwyn Brooks), 1899-1985.	HarperCollins,	1952			eng
Best in children's books.		Nelson Doubleday, Inc.,	1963			eng
Charlotte's web /	White, E. B. (Elwyn Brooks), 1899-1985.	Penguin,	1963			swe
Charlotte's web /	White, E. B. (Elwyn Brooks), 1899-1985.	Penguin Books in association with H. H.	1971			eng
Charlotte's web /	White, E. B. (Elwyn Brooks), 1899-1985.	Penguin,	1963			swe
Charlotte's web /	White, E.B. (Elwyn Brooks), 1899-1985. (NL-LeOCL)0 91 ...	A.J.G. Strengholt,	1953			dut
Charlotte's web /	White, E.B. (Elwyn Brooks), 1899-1985. (NL-LeOCL)0 91 ...	Penguin Books,	1963			dut
Charlotte's web /	White, E. B. (Elwyn Brooks), 1899-1985.	Harper & Row,	1960			eng
Charlotte's web.	White, E. B. 1899-	Harpercollins Publishers	1952			eng
Charlotte's web.			19uu			eng
Charlotte's web.			19uu			eng
Charlotte's web /	White, E.B. (Elwyn Brooks), 1899-1985. (NL-LeOCL)0 91 ...	Harper & Brothers,	1952			dut
Charlotte's web.	White, E. B.	Dell,	1968			dan
Charlotte's web.	White, E. B.	Puffin,	1952			eng
Charlotte's web,	White, E. B. (Elwyn Brooks), 1899-1985.	Chivers,	1952			eng
Charlotte's web.	White, E. B. (Elwyn Brooks), 1899-1985.	Hamish Hamilton,	1952			eng
Charlotte's web.	White, E. B. (Elwyn Brooks), 1899-1985.	[publisher not identified],	1952			eng
Charlotte's web /	White, E. B.	HarperTrophy,	1952			eng
Charlotte's web.	White, E. B. (Elwyn Brooks), 1899-1985.		19uu			eng
Charlotte's web.	White, E. B. (Elwyn Brooks), 1899-1985.		19uu			eng
Charlotte's web.	White, E. B. (Elwyn Brooks), 1899-1985.	Harper	1952			eng
Charlotte's web /	White, E. B. (Elwyn Brooks), 1899-1985.	Chivers Press,	1952			eng
Charlotte's Web.	Hapka, Catherine.		19uu			eng
Charlotte's web /	White, E. B.	Barnes & Noble Books,	19uu			eng
Charlotte's Web	White E. B.	Listening Library,	1952			eng
CHARLOTTE'S WEB	WHITE, E. B.	BANTAM DOUBLEDAY AUDIO,	1970			eng

You can search by ISBN. ISBNs are intended to be unique to the items they identify, though that is not always the case, so be careful. In this case, we would use language, publisher and publication date to narrow our choices.

You also want to make sure the selected record is the format that you are actually cataloging. If you are working with the print version of this item, you do not want a record for the electronic version. Before RDA, you could look at a record and know its format because of the GMD or the subfield h in the 245.
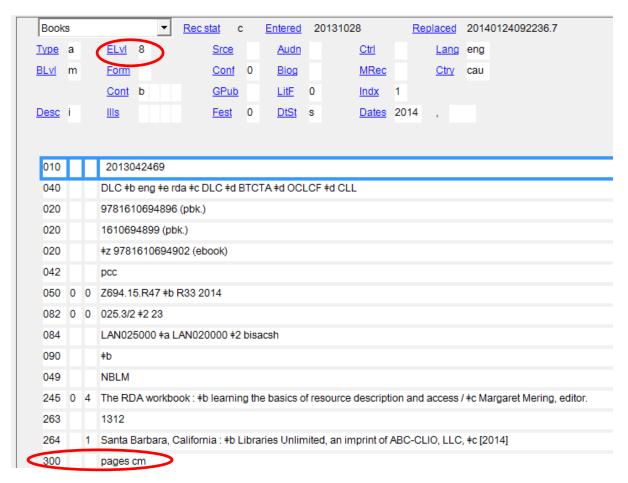
cord	Main Entry	Title	Pu
1		Pre-schoolers with autism : an education and skills training progra...	Jes
2		Pre-Schoolers with Autism electronic resource : An Education and...	Jes
3	Brereton, Avril V. (1954-....). Auteur.	Pre-schoolers with autism [Texte imprimé] : an education and skill...	Jes
4	Brereton, Avril V., 1954- Brereton, Avril Vaux	Pre-schoolers with autism electronic resource : an education and...	Jes
5	Brereton, Avril V. (Avril Vaux), 1954-	Pre-schoolers with autism [electronic resource] : an education and...	Jes
6	Brereton, Avril V. (Avril Vaux), 1954-	Pre-schoolers with autism [electronic resource] : an educatio and...	Jes
7	Brereton, Avril V. (Avril Vaux), 1954-	Pre-schoolers with autism : an education and skills training progra...	Jes
8	Brereton, Avril Vaux.	Pre-schoolers with autism [ressource électronique] : an education...	Jes

Now, to make sure you have the right format, you will have to inspect the record itself. This display does not list the 33x fields.

Title	Name or 245	Publisher	Date	L	Held	CatL
Beneath the web and over the stream :	Misheff, Sue.		1998			swe
Beneath the web and over the stream: the search for safe…	Misheff, Sue.		1998			dut
Book wise :		Educators Pub. Service,	1998			eng
Buddy Faro.	Hotchkiss, Jon.	Spelling Television,	1998			eng
Charlotte's Diamond's musical treasures :	Diamond, Charlotte, 1945-	Hug Bug Music,	1998			eng
Charlotte's Web /	Blyth Festival Theatre Archives (University of Guelph)		1998			eng
Charlotte's web	Charlotte's web (Motion picture : 1973)	Paramount,	1998			eng
Charlotte's web /	Robinette, Joseph.		1998			eng
Charlotte's web :	Jamieson, Jean.	Novel Units, Inc.,	1998			eng
Charlotte's web :	Davies, Rhona, 1938-	Davies and Johnson,	1998			eng
Children's literature companions.		Distributed by SVE & Churchill Media,	1998			
Classics in short no. 8 :	Levene, Helen.		1998			dut
The critical response to E.B. White's Stuart Little and Char…	Ronan, Sarah E.	Meredith College,	1998			eng
Group textual study of fiction in primary and middle school…	Hill, Alan G.	Moray House Publications,	1998			eng
Karlina pajčevina /	White, Elwyn Brooks.	Aleph,	1998			slv
Lessons from Wilbur :	Loesch, Martin C.	Section of Litigation, American Bar Asso…	1998			eng
A literature guide :	Landes, Sonia, 1925-2013.	Educator's Pub. Service,	1998			eng
The National Education Association and Scholastic literat…		Scholastic Professional Books,	1998			eng
Pajęczyna Szarloty /	White, Elwyn Brooks, (1899-)	Prószyński i S-ka,	1998			pol
Pajęczyna Szarloty /	White, E. B. (Elwyn Brooks), 1899-1985.	Prószyński i S-ka,	1998			eng
Supporting the novel Charlotte's web /	White, E. B. (Elwyn Brooks), 1899-1985.	Davies and Johnson Associates,	1998			eng

Encoding Level:

You will also need to pay attention to the encoding level. In OCLC Connexion, this is shown in the fixed field with ELvl next to it. Some records are created at a less-than-full level, which means they may lack information. For example, a record that has an encoding level of 8 is a prepublication record, which means it originally contained CIP (cataloging-in-publication) information. In these records, the 300 field is incomplete.

Prepublication records can also be identified through their use of the 263 field. This is the expected publication date, with the first 2 digits for the year and the last 2 digits for the month. If you have the item in hand, then it has already been published, and you can delete this field.

Once you have supplied any missing information and corrected any errors, you can add fields needed for local use. For example, the Nebraska Library Commission, adds the 599 field for location information and the 852 field, which generates a holding record for each item.

504			Includes bibliographical references and index.
599			b ǂb l ǂc LC ǂi 140206
630	0	0	Resource description & access ǂv Handbooks, manuals, etc.
650		0	Descriptive cataloging ǂx Standards ǂv Handbooks, manuals, etc.
852	0	1	NLC ǂc LC ǂh Z694.15.R47 M39 2013 ǂp 31420001095994 ǂt 1

Tools:

If you only have a few records, you can add these fields to each record individually. If you are working with a lot of records, it might be useful to batch edit the records using a MARC editor program, such as MarcEdit.

MarcEdit is free to download from http://marcedit.reeset.net/. Among its many functions, it is capable of adding fields to all the records in a large batch of records, saving you time.

Other sources of free MARC records are various generators that are available on the internet. These include:

- IMDB to MARC Converter: http://chopac.org/cgi-bin/tools/imdb2marc.pl
- Web2MARC Generator: http://dl2sl.org/records

Until recently, there was a tool that converted Amazon records to MARC but Amazon requested that it be removed.

With any of these generators, you search to find item information from the original source (Internet Movie Database or the Web in general) and generate a MARC record from this information. These records are generally incomplete according to library standards (for example, they usually do not have subject headings), but they are a good place to start for items that you can't get records for otherwise.